



**DRAFT  
PLANNING & COMMUNITY  
DEVELOPMENT COMMITTEE**

**AUGUST 24, 2009  
MINUTES**

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**I. CALL TO ORDER**

Chair Lynn Norman called the meeting to order at 5:00 p.m. in the Council Chambers located on the first floor of Auburn City Hall, 25 West Main Street, Auburn, WA. Committee members present were: Chair Lynn Norman, Vice Chair Nancy Backus and Member Rich Wagner.

Human Services Committee members included: Bette VanGasken, A.J. Ladner, Suzanne Limric, Gary Masterjohn and Virginia Barron-Lloyd.

Staff members present included: Mayor Pete Lewis, Director Cindy Baker, Principal Planner Jeff Dixon, Assistant City Engineer Ingrid Gaub, Sewer Utility Engineer Bob Elwell, Transportation Planner Tiffin Goodman, City Attorney Dan Heid, Human Services Manager Michael Hursh, Museum Director Patricia Cosgrove, Cultural Arts Manager Laurie Rose, Visual/Public Arts Coordinator Maija McKnight, and Planning Secretary Renee Tobias.

Audience members included: Robert Whale,

**II. ANNOUNCEMENTS AND AGENDA MODIFICATIONS**

- A. Chair Norman informed the Committee that she needed to excuse herself at 6:15 p.m. and would turn the meeting over to Vice Chair Nancy Backus at that time.
- B. Agenda modification submitted and accepted to add Discussion Item F, Ordinance No. 6261 - Annexing the parking lot for the Mary Olson Farm into the City for municipal purposes.

**III. CONSENT AGENDA**

**A. Minutes – August 10, 2009**

Correction to Action Item B, Resolution No. 4509 to read as follows: Committee agreed that the term E<sup>3</sup> would be removed from the resolution before it is forwarded to Council.

**B. Minutes – August 11, 2009**

No changes were submitted.

Member Backus moved and Member Wagner seconded to approve the consent agenda as amended.

**MOTION CARRIED UNANIMOUSLY 3-0**

**IV. JOINT SESSION WITH HUMAN SERVICES COMMITTEE**

Two new Human Services Committee members were introduced to the Planning & Community Development Committee - Virginia Barron-Lloyd and Bette VanGasken. Human Services Manager Michael Hursh reported that the Committee has a capacity of eleven members; currently there are nine members. Staff have approached two citizens to serve on the Committee and anticipate receiving their acceptance shortly.

Mr. Hursh reported that the Committee spent a considerable amount of time reviewing funding applications this year for the two year funding cycle for human services. Committee expressed appreciation on Council's willingness to maintain human services funding and noted that many other jurisdictions are eliminating funding for human services from their budgets.

One significant change to the application process was made by the Committee this past year. Instead of receiving short presentations at the application time, those agencies that have performed well are invited to present at the Committee's monthly meetings. When reviewing the funding applications, the Committee focuses on agencies' prior performance, low administrative overhead and the number of Auburn citizens served.

While the results based accountability is working well, the Committee expressed a need to receive assistance in identifying accountability measures and reporting. Mayor Lewis asked staff to invite United Way staff to assist the Committee with the measures and reporting.

Staff is working on a consolidated 5-year projection plan for HUD funding. Besides non-profit agency support, the committee and staff have worked with citizens on housing repair, emergency management and other quality of life issues. Mr. Hursh reported that staff have reviewed and addressed 60 housing repair requests within the last six months.

Council and staff expressed appreciation for the dedication and hard work of the Human Services Committee members.

**V. DISCUSSION****A. ACC Chapter 12.04 Related to Engineering Standards**

The recent change to Title 17 and Title 18 of the Auburn City Code includes reference to Title 12 – Public Works Construction. Assistant City Engineer Ingrid Gaub stated that the proposed changes provide correction and clarification of the City's Engineering Design and Construction Standards including the documents of which the standards are comprised. The Committee supported the proposed changes to Chapter 12.04.

**B. ACC Chapter 13.40 Related to Facility Extensions**

Assistant City Engineer Ingrid Gaub stated that the recent changes to Title 17 of the Auburn City Code include references to Title 13 - Facility Extensions. The proposed amendments clarify the types of utilities and transportation improvements that would require a Facility Extension agreement with the City.

In response to Councilmember Wagner's question, Ms. Gaub stated that conduits are currently part of the half-street requirements in the code. Further, at this time, the Code does not provide for the City to enter into a pay back agreement for road improvements related to development projects. A pay back agreement is typically allowed when a development upgrades a utility facility beyond what is required for the specific development. Staff will review the need to address conduits in the facility extension and payback agreement portions of the code.

### **C. 1% for Art**

Cultural Arts Manager Laurie Rose provided an overview of the Art in Public Places Program and briefly reviewed the proposed changes to Resolution No. 4323 – Percent for Art. Committee expressed support of the changes to Resolution No. 4323.

In response to Committee's question regarding deaccession of artwork, Ms. Rose stated that the federal Visual Artists Rights Act of 1990 allows the City to include contract language recognizing that there is a certain copyright rule, but as the owner, the City is allowed to deaccession the artwork. The contract gives the original artist first right of refusal to purchase their artwork at its current market value or detach their name from the artwork.

Ms. Rose confirmed that the Commission and Cultural Arts staff are coordinating their efforts with the City's design standards. The immediate priority is the Downtown Urban Center and staff are using this process to draft an overall master plan for the City. The Arts Commission has briefly reviewed the Unifying Themes in regards to City design standards and will discuss it further at its next regular meeting. Unifying Themes are intended to inform/inspire artistic expression and reflect what makes Auburn unique. Committee reviewed and discussed the proposed art zones as outlined in the Three-to-Five Year Artwork Development Plan. Staff will look for common elements and connections rather than neighborhood art zones.

Member Wagner, Council representative to the Arts Commission, suggested that within the year, the Committee and Commission further discuss the policy on 1% for Art for the City's capital investments as it relates to projects developed in partnership with other entities. The proposed amendment to Ordinance 6243 would state that the proponent, who is in partnership with the City in the development of a Capital Facility within the City limits, is expected to include provision for a Public Art Project or in lieu of artwork, make a monetary contribution to the Public Art Capital Fund.

Staff will make the recommended changes to Resolution No. 4323 and bring forward for Committee's action immediately. The Arts Commission and its committees will continue to further develop the three-to-five year art project plan to include specific proposals.

Chair Norman excused herself from the meeting at this time (6:15 p.m.)

### **D. Comprehensive Transportation Plan—Capital Roadway Projects**

Transportation Planner Tiffin Goodman discussed proposed capital roadway projects to address capacity and safety concerns on corridors around the City, with a focus

on the Lea Hill and West Hill areas. Ms. Goodman reported that staff have expended considerable effort looking at spot improvements, intersections and smaller segments that would be more cost effective rather than doing large corridor wide capacity projects.

Public Works staff presented two options to address Lea Hill access to the Public Works Committee on August 17, 2009. One option was expanding the Lea Hill Road to four lanes and the other was building a bridge at 22<sup>nd</sup> Avenue and 304<sup>th</sup> Way. The Committee agreed that the level of service would not improve sufficiently to warrant a bridge. The four-lane road expansion would improve the level of service on Lea Hill Road during peak traffic and 304<sup>th</sup> Way would remain at a good level of service. The projections are for year 2030.

Ms. Goodman reported that the Public Works Committee questioned the sequencing of the Green River Community improvements, Nos. 26-30 on the Alternative 2 table. The improvements would be completed in the order in which they are listed on the table. Increasing the capacity at the GRCC entrance (No. 26) has to be completed first in order for the other projects to make a difference.

In response to Committee's question about downtown projects, Ms. Goodman noted that there were no new projects identified in the downtown as this update focused on the West Hill and Lea Hill areas as well as any additional citywide capacity needs identified through the modeling process. Downtown projects can be incorporated into a future annual update as a Downtown Area Circulation Plan is solidified. The committee members and Mayor noted that there has been much effort expended to date on development of a Downtown Circulation Plan and that it should be completed shortly. Councilmember Wagner stated that for the 2009 Comprehensive Transportation Plan update, it would be acceptable to identify the Downtown Circulation Plan with conceptual verbiage rather than specific projects.

#### **E. 2009 Draft Comprehensive Sewer Plan**

Sewer Utility Engineer Bob Elwell stated that the 2009 Comprehensive Plan has reevaluated the system using newer tools, such as a hydraulic model, to determine the City's capacity needs with more precision. Mr. Elwell indicated that the assessment indicates the capacity is adequate for the current population as it currently exists. The M&O emergency management plan will be cross referenced in the 2009 Comprehensive Sewer Plan.

The model created will allow staff to easily analyze different scenarios, such as increased population targets. Councilmember Wagner, Chair of the Public Works committee, indicated that previous sewer plans did not include policy on serving customers outside of the City's service area. The Public Works Committee discussed creating a policy that the City would consider providing service to customers outside of the City's service area, but not encourage it. This would work for small developments. Councilmember Wagner questioned if a policy needed to be drafted for larger developments. Staff will work on the wording of the policy to ensure that the burden for any analysis would fall on the developer or property owner requesting service.

Mr. Elwell indicated that the previous Comprehensive Sewer Plan contained a financial chapter which contained financial policies and capital improvement plan information. Staff intended to leave this out of the 2009 Plan, but will add this back to be consistent with the other City Comprehensive Plans.

**F. Ordinance No. 6261 – Annexing the parking lot for the Mary Olson Farm into the City for municipal purposes.**

Museum Director Patricia Cosgrove stated that the Mary Olson Farm is comprised of several parcels, one of which was owned by King County. This ordinance provides for the annexation of this property for a future parking lot for the Farm. RCW 35A.14.300 authorizes legislative bodies, by a majority vote, to annex territory outside the City limits, where the property is owned by the City and is to be used for municipal services. A parking lot to access parks and recreation facilities, such as the Mary Olson Farm, would be such a municipal purpose. The annexation of this property would allow the future parking lot development to go through the City's construction permitting processes rather than requiring it to go through King County processes. The majority of the property is located on the easterly side of the Green River Road and the bulk of the North Green River Park is on the westerly side of that road.

Committee expressed support of Ordinance No. 6261.

**VI. INFORMATION**

**A. Director's Official Decisions and Report**

There were no items.

**B. PCDC Status Matrix**

- Item 11, Auburn Environmental Park Wetland Mitigation Bank. Committee asked for an update on the property that is still available for mitigation within the park.

**VII. ADJOURNMENT**

There being no further business to come before the Planning and Community Development Committee, Chair Norman adjourned the meeting at 6:48 p.m.

APPROVED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_.

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Lynn Norman, Chair

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Renee S. Tobias, Planning Secretary